



CITY OF CHICOPEE

Department of Public Work

PARKS DIVISION

687 Front Street Chicopee, MA.

RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Carolyn Porter
Parks Superintendent

Richard Maciolek
Assistant Superintendent

Parks and Recreation Commission Meeting Minutes

Tuesday, June 23, 2015

- A. **Call meeting to order:** 7:07pm Motion to begin by Gary Ziemba, seconded by Elizabeth Montemagni. Approved
- Attendance:** Chair Doug Girouard, Commissioners Nancy Fenton, William Courchesne, Gary Ziemba, and Elizabeth Montemagni
- B. **Minutes of last meeting:** Minutes of April 24 & May 27 were reviewed and approved with a motion by William Courchesne. Second, by Nancy Fenton. approved
- C. **Communications:**
1. Chicopee River Watershed Council would like to hold a training session for volunteers regarding water sampling in the lower Chicopee river area, along Abbey Brook. July 16, 5:30 – 7pm. This use of the Front Street Office was approved following a discussion regarding no fee for site use and office security: locks on Parks office staff doors, access to main office area. Approval was granted provided a Parks and Recreation Dept staff was present. Motion by Gary Ziemba. Seconded by William Courchesne. Approved.
 2. Life Point Church would like to hold an outdoor movie at Ray Ash Park, hosting 800 people. Requesting Friday August 28. Given the Parks Dept is already hosting a movie that evening. An alternate date was requested. Discussion amongst commissioners raised concerns about the lack of parking, lack of site lighting for after the movie, activity after dark in that neighborhood and the lack of an enclosed site. This type of event is better held at Szot Park. Conditions would need to be met including: certificate of insurance, Police detail, serve safe if serving food, permits from BOH & Fire Dept for food vending, trash removal, and a written agreement. No action taken by Parks Commission until these concerns can be addressed.
 3. Softball League championship requests for August 6 or 7th 5-10 pm with lights as needed. Non-resident fees would apply. Motion to approve by Gary Ziemba. Second by Elizabeth Montemagni. Approved.
 4. Request by Chicopee Youth Football Association to use Bellamy School Field July through October 2015, with mowing and lines painted at every 10 yards. Motion to approve by Elizabeth Montemagni. Second by Nancy Fenton. Approved.
 5. Chicopee Braves Football & Cheerleading requesting a 3 year lease of the field area for their storage container and the plan to update the storage container. Motion to approve the use of Stefanik Field for storage by the Chicopee Braves for Aug 1, 2015 – July 31, 2016 made by Elizabeth Montemagni. Seconded by Gary Ziemba. Approved. Approval for a 3 year period could be granted upon reviewing a written agreement and Law Dept approval.
 6. Request by Aldenville Junior Athletic Club to provide seed and fertilizer for application on to the soccer field at Williams Park. Motion made by Nancy Fenton, to approve pending Park's foreman's evaluation and approval of the proposed seed and fertilizer being suggested by AJAC. Seconded by William Courchesne. Approved
 7. Request by Power Squadron to use the back room of Front Street for an Instructor Development course 7-9pm. During the summer and early Fall 2015. Commission raised similar concerns for an event in the back room on a regular basis after hours without better site security. It was also

expressed that if the course being offered involved charging a fee than the room could not be used for free. No action was taken by the Commission.

D. Recreation Report

1. Adult leagues: Baseball, Softball.
2. Adult Programs: Fitness, Yoga
3. Youth Sport Leagues/Teams & Youth Rec Leagues – baseball, softball, soccer
4. Aquatics Programs: Swim Lessons & Open swim schedule
5. Summer Flyer with pool and spray park schedules, concert series, and movie nights. New programs – beginners watercolor class, women's basketball summer league – 30 participants, girls lacrosse clinic
6. Summer Seasonal Playground Staff and Pool staff roster – Motion by Gary Ziemba to approve hiring. Second by William Courchesne. Approved
7. Summer: OPEE Summer Program staff list of hires – Motion to approve by Elizabeth Montemagni. Second by Nancy Fenton. Approved.
8. Youth Sport Camps – football, soccer lacrosse and basketball for both girls and boys
9. Bus trips – lost \$1,416 on Red Sox trip due to unsold tickets for game June 12. It was suggested we set up a Stub Hub account to sell unsold tickets in the future.

E. Maintenance Report

1. Tasks Accomplished – Diamonds prepared for regular season games, Mowing and trimming all park parcels, Irrigation and bubbler repairs, spray pad repairs, Pool assessments, painting soccer fields and diamond foul lines, Preparations for June 27th fireworks event
2. Parks Labor Force: new seasonal hires, Pesticide lic applicator, certified pool operator, gang mower operator working out, 5 openings remain – (2) 4GL & (3) 5GL new job description
3. Additional concerns raised by commissioners:
 - a. Fairview 75' diamond needs to be cut out – grass in infield.
 - b. Ike Alpert Sunday AM soccer goals on field? Closed for seeding, right? Yes, no permits have been issued.
 - c. Delchino's 90' diamond at Rivers Park concerns re bubbler and irrigation raised by coach. Bubbler is repaired and the irrigation has not worked at Rivers Park for many years. Field can be dry and it has been a very dry spring.
 - d. Lincoln Grove T-ball field grown-in
 - e. Litwin soccer field – field very dry as soil is very sandy, no irrigation available in spring. Ruts from someone driving on the field.

F. Old Business:

1. Wisniowski Park-Our Common Backyards Grant update. Phase II w/ CDBG funds. A meeting with Planning, Mayor and Community Development Director giving permission to proceed with design plans for phase 2.
2. Update Szot Phase 2 & phase 3 – Tom Scarlata, Architect Agreement, AAB hearing 7/13/15 Commission on Disability's vote to support alternative announcer booth to lift. Request for Proposals for Szot accessible pathway project contractors bids opened June 10. Contractor selected Gardner Construction. Next step preparation of contract.
3. Update Pool repairs - Pool renovations by Fox Painting underway at Rivers Park pool, 2 new poles with contract lights at River Pool installed by CEL to comply with State law regarding pool lighting as water remains in the pool deep end year round.
4. Chicopee Community Garden Council – review MOU & Harvard Pilgrim Foundation Grant \$5,000. Motion to accept grant and approve the use of Lincoln Grove Park as the site for the Chicopee Community Garden. Motion by Elizabeth Montemagni. Second by Gary Ziemba.
5. Use of Chicopee Falls Library Branch – discussion regarding how to use.
6. Summer Plans as alternatives to outdoor pools – shared proposed budget
7. July 4th Fireworks Vendor and Concession Vendors – June 27 – Rich will be handling
8. Rivers Park parking lot line painting – on going concern, not yet addressed

9. Other Old Business:

- a. Request for large group rental policy
- b. Request for wheelchair accessible swings in city.

G. **New Business:**

1. New Job description for GL 5. Motion to approve by Elizabeth Montemagni. Second by William Courchesne. Approved.
2. Mayor's Budget for Parks FY 2015, Budget hearing Wednesday 6/24 after 6:30pm
3. PARC Grant for a new pool construction at Ray Ash Park - Draft for review.
4. June 27, Independence Day Celebration & Fireworks event – 4 Parks Laborers will work the event, in addition to 4 detail police officers.
5. Event cancelation policy for review
6. Other new business.
 - a. Chicopee's Special Olympics softball team has historically used Nash diamond as its home field but given the sewer separation project and the difficulty to get in an mow, can we request a different site? Yes use Rivers Park new softball diamonds.
 - b. Request for a sign at Rivers Pavilion stating use requires a permit.
 - c. Request that large stones be placed along Rivers Parking-lot by spray pool to prevent vehicle access and signage.

H. **Meeting adjourned:** Motion by Elizabeth Montemagni. Second by Nancy Fenton. Approved

I. Next Meeting: _____ July 21, 2015 _____

Minutes Submitted by:


Elizabeth Montemagni, Parks Commission Secretary

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CITY CLERK'S OFFICE
CITY OF CHICOPEE